



# PURCHASE ORDER

**PO Number: 303-2-0116**

*Requisition Number: 303-2-00289*

**Order Date: 9/13/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

Parking Garage R, Warehouse

1706 San Jacinto Blvd.

Attn: Cassidy Galindo

Austin, TX 78701

**Show numbers on all papers and packages**

## Referenced Source or Vendor

33043043042008

SPD - Comptroller of Public Accounts

Attn: Training Policy and Development

PO Box 13186

Austin, TX 78711-3186

Training Certification Program

Phone:(512) 463-5355, Fax:

tcp@cpa.texas.gov

CTCM Training for Christopher Blount & Cassidy Galindo.

Price Per Attached Invoice #10036615 Dated 09/07/2021 for Cassidy Galindo.

Price Per Attached Invoice #10036629 Dated 09/08/2021 for Christopher Blount.

## Description

TFC Contact:

Cassidy Galindo

512-492-2431

Sec. 771.003. AUTHORITY TO CONTRACT; EXCEPTIONS. (a) A state agency may agree or contract with another state agency for the provision of necessary and authorized services and resources.

Exempt Purchase TGC 771 Interagency Agreement.

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Cassidy Galindo CTCM Class September 14-15	1	CTCM Class	\$375.00	9/14/2021	9/15/2021	\$375.00

9AM - 5PM

**NIGP Class:** 924

**NIGP Item:** 25

**Object Class:** 243

**Reimbursement Type:** Not Reimbursable

**Notes:** Confirmed with Cassidy that this is for her initial certification. Coding to 7243.

Christopher Blount

CTCM Class

September 14-15

9AM - 5PM

**NIGP Class:** 924

1    CTCM Class    \$375.00    9/14/2021    9/15/2021    \$375.00

**NIGP Item:** 25

**Object Class:** 243

**Reimbursement Type:** Not Reimbursable

**Notes:** Confirmed with Chris that this is for his initial certification. Coding to 7243.

**Grand Total   \$750.00**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2022
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Management
<b>Phone</b>	5124922431
<b>Org Code</b>	0442 - Facility Maintenance
<b>Type of Purchase/PCC Code</b>	' ' Exempt with Specific Legal Cite
<b>Work Order Number</b>	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

#### Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Jordan, Michelle - CTCD,

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)